

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice CRP-350

For: State Offices and Service Centers

Determining County Cropland Limitation for CRP Signup 20

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

Notice CRP-345 and 2-CRP, Part 12, provide policy for the 25 percent cropland limitation. For signup 20, the total county cropland used to determine the 25 percent cropland limitation will be determined by the cropland total maintained in the System/36 Farm Summary File.

Service Centers must update the total county cropland acreage in the CRP software using the System/36 Farm Summary File according to this notice. The CRP software will compare the acreage enrolled in CRP and WRP, excluding CRP acreage that is scheduled to expire in the current FY, to the total cropland acreage administratively located in the county.

B

Purpose

This notice provides procedure for:

- determining the total county cropland limitation for signup 20
- requesting waivers of the 25 percent cropland limitation.

Disposal Date

June 1, 2000

Distribution

State Offices; State Offices relay to Service Centers and NRCS State Offices; FS, 80; CSREES, 5

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2 County Cropland Limitation

A

**Determining
Total County
Cropland for
Signup 20**

Service Centers shall use the following table to determine and transmit to the State Office the total county cropland and other data to be used for signup 20.

Step	Action
1	Immediately upon receipt of this notice, Service Centers shall request WRP data from NRCS. Note: Do not obtain EWRP data.
2	After all WRP data is obtained, but no later than October 22, 1999, Service Centers shall access Conservation Main Menu EEA000 according to 1-CRP, paragraph 266.
3	On Menu EEA000, ENTER "3", "CRP Contract File Menu", and PRESS "Enter". CRP Contract File Menu EPCA00 will be displayed.
4	On Menu EPCA00, ENTER "10", "Available No./Cropland/Easement", and PRESS "Enter". Available No./Cropland/Easement Screen EPCC0501 will be displayed.
5	On Screen EPCC0501, ENTER "1", "Available Contract and Cropland Data", and PRESS "Enter". Contract No./Cropland Screen EPCC1001 will be displayed.
6	<p>On Screen EPCC1001:</p> <ul style="list-style-type: none">enter the WRP cropland data received from NRCS from step 1 in the "Total WRP Accepted Acres" field <p>Note: Land other than cropland may be enrolled in WRP. Service Centers shall only enter the cropland enrolled in WRP in the "Total WRP Accepted Acres" field.</p> <ul style="list-style-type: none">place cursor in the "Enter percentage if waiver is authorized" field and remove the amount displayed by pressing "Field Exit" key <p>Notes: Service Centers approved for waivers of the 25 percent cropland limitation for previous signups shall not enter the previous waiver amount in this field.</p> <p>If DAFP approves a waiver of the 25 percent cropland limitation for signup 20, Service Centers must enter the percent waived in the "Enter percentage if waiver is authorized" field. Only DAFP approved waivers may be entered.</p> <ul style="list-style-type: none">enter the total county cropland which shall be the same as the farm summary cropland. <p>Note: The farm summary cropland total is displayed on the same screen.</p> <p>Important: After the new total county cropland from the Farm Summary File has been entered, Service Centers shall not change the cropland total on Screen EPCC1001, unless authorized by DAFP.</p>

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2 County Cropland Limitation (Continued)

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(Continued)

Step	Action
7	<p>After entering the current WRP cropland data and county cropland total, PRESS “Enter” twice. Data entered will be updated and Available No./Cropland/Easement Screen EPCC0501 will be displayed.</p> <p>Important: If “Enter” is not pressed after the new data is entered, the new data will not be updated in the CRP software.</p>
8	<p>On Screen EPCC0501, ENTER “2”, “Easement Data”, and PRESS “Enter”. Easement Data Screen EPCC1002 will be displayed.</p>
9	<p>On Screen EPCC1002, verify that the “WRP Accepted Acres” and “Total County Cropland” fields are updated with the data entered on Screen EPCC1001. After verifying that the data is correct, PRESS “Enter”. Data entered will be updated and Available No./Cropland/Easement Screen EPCC0501 will be displayed.</p> <p>Important: If “Enter” is not pressed after the new data is entered, the new data will not be updated in the CRP software.</p>
10	<p>On Screen EPCC0501, ENTER, “7”, “Available Cropland Minus September 30 Expirations” and PRESS “Enter”. Cropland Minus Expiring Screen EPCC1007 will be displayed.</p>
11	<p>On Screen EPCC1007, verify the “WRP Accepted Acres” and “Total County Cropland” fields are updated with the data entered on Screen EPCC1001. After verifying that the data is correct, PRESS “Enter”. Data entered will be updated and Available No./Cropland/Easement Screen EPCC0501 will be displayed.</p> <p>Important: If “Enter” is not pressed after the new data is entered, the new data will not be updated in the CRP software.</p>
12	<p>On Screen EPCC0501, ENTER “5”, “Summary of County Cropland, CRP, Easement & WRP Data Report”, and PRESS “Enter”, Report EPCC10-R003 will be displayed .</p>

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2 County Cropland Limitation (Continued)

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Signup 20
(Continued)

Step	Action
13	Print and review Report EPCC10-R003 to ensure that the data entered on Screen EPCC1001 is listed on the report. Screen EPCC0501 will be redisplayed. Service Centers shall file the printed report under 2-CRP, Reports and Statistics, according to 25-AS, Exhibit 32.
14	On Screen EPCC0501, ENTER "6", "Prepare Cropland/Easement File for Transmission" and PRESS "Enter". Screen FAX 46501 and Report EPCC10-R004 will be displayed.
15	Print and review Report EPCC10-R004 to ensure that the data entered on Screen EPCC1001 is listed on the report. Screen EPCC0501 will be redisplayed. Service Centers shall file the printed report under 2-CRP, Reports and Statistics, according to 25-AS, Exhibit 32.
16	By COB October 29, 1999, Service Centers shall transmit Report EPCC10-R004 to the State Office according to 1-CRP, paragraphs 536 and 537. Note: State Offices are not required to send reports to the National Office. Records will be automatically transmitted in the monthly upload.

The total county cropland amount entered on Screen EPCC1001 will be used to determine acceptability of offers submitted for signup 20. Service Centers shall **not** change, without DAFP authorization, the total county cropland total entered on Screen EPCC1001 after Report EPCC10-R004 is transmitted. **Any changes to the amount entered may result in incorrect ranking of offers and termination of CRP-1's.**

2 County Cropland Limitation (Continued)

B

Requesting Waivers Before Signup 20

Service Centers that meet the requirements for requesting waivers of the 25 percent cropland limitation provided in 2-CRP, Part 12, must request a waiver from **DAFP** through STC, if COC determines it wants acreage physically located within the county to be eligible to be offered in signup 20. **Requests must be submitted to DAFP no later than COB December 1, 1999.**

Note: Land physically located in a county that has reached or exceeded the 25 percent cropland limitation is **not** eligible to be enrolled in general signup 20 unless a waiver of the cropland limitation is approved **by DAFP before** signup 20 begins.

COC's may submit requests for waivers of the 25 percent cropland limitation to STC's according to 2-CRP, paragraph 255.

STC's shall review all requests for waivers of the 25 percent cropland limitation and process requests according to the following table.

IF...	THEN...
all requirements of 2-CRP, paragraph 255 are met and STC recommends approval	send request to DAFP, by COB December 1, 1999 , with recommendation and all supporting documentation. Note: Failure to submit complete requests with STC or designee recommendation will delay DAFP response.
all requirements of 2-CRP, paragraph 255 are not met, or STC does not recommend approval	STC must deny the waiver request.

Important: STC's have no authority to approve a waiver of the 25 percent cropland limitation. 2-CRP, paragraph 255, will be changed in a future amendment to reflect this policy.

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3 Action

A Service Center Action

Service Centers shall take action according to the following table.

Step	Action
1	Obtain current WRP easement acreage data from NRCS according to this notice.
2	Record the WRP easement acreage data in the system according to 1-CRP and paragraph 2 of this notice.
3	Ensure that all applicable files are updated with the correct total county cropland according to paragraph 2.
4	Ensure that the correct county cropland total is transmitted to the State Office by COB October 29, 1999.
5	Determine if a waiver of the 25 percent cropland limitation will be required according to 2-CRP, Part 12 and paragraph 2.
6	Request waivers of the 25 percent cropland limitation by COB December 1, 1999 , from DAFP through STC, according to paragraph 2.

B State Office Action

State Offices shall take action according to the following table.

Step	Action
1	Ensure that Service Centers obtain and enter WRP easements into the automated CRP contract system.
2	Submit requests for waiver of the 25 percent cropland limitation for signup 20 to DAFP, by COB December 1, 1999 , according to paragraph 2.
